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UNITED STATES GOVERNMENT*Memorandum*

TO : Chief, Records Management Staff

DATE: 3 J

FROM : Chief, D/P/BI

SUBJECT: Annual Report of Records Holdings

REFERENCE: Memo from Chief, Records Administration Officer
dated 25 June 1962

1. In response to paragraph 1 of the referenced memorandum, the following information on records of the Office of Basic Intelligence is submitted:

- | | |
|---|------------------------|
| a. Cubic feet of Records on hand 1 July 1961 | 1380 cubic feet |
| b. Cubic feet of Records destroyed during Fiscal Year 1962 | 400 cubic feet |
| c. Cubic feet of Records on hand as of 1 July 1962 | <u>2400</u> cubic feet |

2. The increase of records in OBI in FY 1962 was due to the transfer of the NIS functions in the Department of State to CIA.

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